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DD/S&T# 2657-68

5 JUL 1968

MEMORANDUM FOR: Executive Director-Comptroller
Deputy Director for Science and Technology
Deputy Director for Intelligence
Inspector General
General Counsel

25X1A

SUBJECT : Proposed Revisions of [] and []
Travel on American Airlines (Jobs 5075 and 5076)

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REFERENCE : Our Memorandum of 24 May 1968, Same Subject

As a result of suggestions made during the coordination process the language of subject proposals has undergone considerable change. In substance they are unaltered, however. Copies of the versions which were submitted for authentication are attached for your information.

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Chief, Support Services Staff

Attachments: As stated

cc: D/F
D/P
D/C

DD/S&T
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HQ. INSTRUCTION SHEET

REMOVE			INSERT			EXPLANATION
ISSUANCE NOS.	PAGE NOS.	DATE	REG. NOS.	PAGE NOS.	DATE	
						<p>To assist in reducing the balance of payments deficit, paragraph 13 is revised to conform to uniform Foreign Service Travel Regulations which effective 21 May 1968 substantially restrict the use of foreign airlines in official travel. If arrangements for travel by foreign airlines were made prior to receipt of this revision and cannot be canceled, the travel may take place in accordance with [] dated 9 September 1965.</p>
				21	3/19/68	
						<p>Page 21 reprinted with no change in text of paragraph 14.</p>

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TRAVEL

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13. TRAVEL ON AMERICAN AIRLINES. American airlines are to be used for all official air travel except as provided below.*

a. A foreign airline may be used for direct travel:

- (1) For any segment of a usually traveled route if that segment is not served by an American airline; however, the traveler must transfer to an American airline at the first practical interchange point from which one provides service to continue the journey.
- (2) Where payment for services can be made from surplus foreign credits owned by the U.S. Government, and the American airline will not accept such foreign credits.
- (3) If the traveler, taking a usually traveled route, would be delayed over six hours at any interchange point en route awaiting an American airline.
- (4) When an American airline could not be used in time to carry out the purpose of the travel.
- (5) If the mission requires use of a foreign airline.

b. When travel by a direct, usually-traveled route includes a delay or interruption for the personal convenience of the traveler, a foreign airline may not be used for any segment of the journey serviced by an American airline.

c. If air travel is performed by an indirect route for the personal convenience of the traveler, a foreign airline may be used only when (1) an American airline does not provide service and (2) travel by the indirect route will not result in a greater total use of foreign service than would be necessary on a direct route.

d. A statement justifying the use of a foreign airline for other than instances where no American airline operates between any two points of a traveler's itinerary will be included in the travel order. If a foreign airline must be used in circumstances beyond the control of the traveler while en route, his certification of the circumstances will suffice.

*Effective: 21 May 1968

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- f. In the event of non-compliance with the provisions of this paragraph, in connection with either direct or indirect travel, the employee will be held personally liable for any foreign airline fares paid which exceed the published fares for the foreign airline segments necessary on the direct, usually-traveled route.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

R. L. BANNERMAN
Deputy Director
for Support

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